

Task Code 105 - SPECIALIST REVIEW

PURPOSE

As part of the continuation of the CEQA "Completeness" process, to ensure that the Department has all of the information, facts and analysis necessary to complete the initial study including extended initial studies such as biological and archaeological reports. CEQA Guidelines Section 15060.

Specialty topics include Agriculture, Air Quality, Airport Hazards, Archaeology, Biology, Climate Change, Cultural Resources, Dark Skies, Emergency Response, Fire Protection, Geologic Hazards, Groundwater, Hazardous Materials, Hydrology, Mineral Resources, Noise, Paleontology, Revegetation Planning, Traffic and Transportation, Unique Geology, Vector Management, Visual

105 specialist reviews may be required at various points in the discretionary process. Specialist reviews of official technical studies are covered under tasks 028 – 030 for Negative Declarations and 062 - 064 for EIRs.

Specialists also complete various in-house technical studies under the 195 task. The 105 task is used for other miscellaneous technical specialist work required at any point in the discretionary review process, including scoping a project for required technical studies, responding to consultant questions on technical issues, attending project meetings on specialist issues and completing required follow up, and any other specialist work that is not covered by another standard task assignment.

OUTLINE OF PRIMARY STEPS

Completed by Specialist

General Tasks completed when scoping a project for technical studies

- Preliminary case review. Review Initial Research Packet and GIS data. Check KIVA for holds, violations or any other vital information
- Review for your applicable subject area and any other applicable policies. Identify major project issues. The purpose is to describe the implications of the issues to the applicant, and provide possible solutions
- Review project for any required or potential conflicts with on-site or off-site easements.
- Conduct a field visit, if needed
- Determine if any extended initial studies (technical studies) are required and prepare request for use in scoping letter if necessary
- If no technical study is required, prepare relevant Initial Study responses relating to your specialty area. If there are potentially significant effects, include a discussion as to how mitigation measures and design considerations will mitigate to a level clearly below the level of significance or avoid the impact altogether. A listing of any mitigation measures and design considerations is required in the Initial Study response.
- Begin completing the applicable sections of the Ordinance Compliance Checklist.
- Review the project against any applicable Findings to determine whether the Findings can be made.
- Send specialist memo with comments/IS responses/draft conditions to the Project Manager
- Provide technical specialist assistance in support of the project manager at meetings with consultants/applicants, outside agencies, and internal meetings or briefings
- Prepare revisions or updates to Initial Study responses, memos, or other specialist documentation
- Review of draft specialist responses by a senior specialist
- Respond to Applicant/Consultant or DPLU Project Manager questions on technical issues